

**Ms. Mary A. Manning
Mr. James M. Fleming
Dr. Kristin Pangallo**



**Ms. Beth Anne Cornell
Mr. Manny Cruz
Ms. Amanda Campbell**

Mayor Kimberley Driscoll, Chair

“Know Your Rights Under the Open Meeting Law, M.G.L. c.30A § 18-25 and
City Ordinance Sections 2-2028 through 2-2033”

DATE POSTED: May 12, 2022

REPOSTED: May 13, 2022

REGULAR SCHOOL COMMITTEE MEETING

Notice is hereby given that the Salem School Committee will hold a **Regular School Committee meeting on May 16, 2022 at 6:30 p.m.** This meeting will take place in person at 29 Highland Ave., Rm. 227, Salem, MA. You can also join via Zoom using the link below.

Zoom Link to participate:

<https://us06web.zoom.us/j/87397680257?pwd=ZVZiN2RHOEttbUgwM1dOZEEdPMzNPUT09>

Passcode: K2i04n

I. Call of Meeting to Order

A. Summary of Public Participation Policy (SC Policy #6409).

Read aloud: *The Salem School Committee would like to hear from the public on issues that affect the school district and are within the scope of the Committee’s responsibilities. Spanish interpretation is available for anyone who needs it.*

B. Live Spanish Interpretation.

Spanish language interpretation is now provided for all Regular School Committee meetings. To listen to this meeting with Spanish language interpretation, please see instructions below:

1. Click **Interpretation** .
2. Click **Spanish**
3. (Optional) To hear the interpreted language only, click **Mute Original Audio**.

C. Instructions for Participating in Public Comment

Should any member of the Salem community wish to participate in public comment during this meeting, please click on the below link to sign up and submit your comment electronically: <https://forms.gle/UA4862rmAR6exB2z9>. A district staff member will be compiling all comments which will be shared with members prior to the end of the public meeting. Comments will also be summarized in the meeting minutes. Please contact Jensen Frost at jfrost@salemk12.org or 617-285-7567 with any questions or to report any technical difficulties you experience.

II. Approval of Agenda

III. Approval of Consent Agenda

- A. Approval of minutes of the Regular School Committee meeting held on [05/02/22](#)
- B. Approval of Warrants: 5/5/2022 - \$194,135.56; 5/12/2022 - \$510,256.17

- IV. **Public Comment**
Please see above for instructions on participating in public comment.

- V. **Superintendent's Report**
 - a. Revised FY23 budget presentation
 - b. Superintendent's recommendation for continued participation in inter-district school choice
 - c. Health Advisory Group update

- VI. **Report from the Student Representative – Hawa Tabayi**

- VII. **Action Items: Old Business**

- VIII. **Action Items: New Business**
 - a. Deliberation and vote on Hawthorne Cove Marina's request to use Bentley Academy Innovation Schools' parking lot for overflow parking on weekends in June through August

- IX. **Finance & Operations Report**
 - a. Budget Transfers

- X. **Subcommittee Reports**
 - a. Policy [6502](#) for second reading

- XI. **School Committee Concerns and Resolutions**

- XII. **Adjournment**

Respectfully submitted by,

Mindy Marino

Executive Assistant to the Superintendent

“Persons requiring auxiliary aids and services for effective communication such as sign language interpreter, an assistive listening device, or print material in digital format or a reasonable modification in programs, services, policies, or activities, may contact the City of Salem ADA Coordinator at (978) 619-5630 as soon as possible and not less than 2 business days before the meeting, program, or event.”

*Sra. Mary A. Manning
Sr. James M. Fleming
Dra. Kristin Pangallo*



*Sra. Beth Anne Cornell
Sr. Manny Cruz
Sra. Amanda Campbell*

Alcaldesa Kimberley Driscoll, Preside

“Conozca sus Derechos según la Ley de Reuniones Abiertas, M.G.L. c.30A § 18-25 y Secciones de Ordenanzas de la Ciudad 2-2028 hasta 2-2033”

FECHA DE PUBLICACIÓN: 12 de mayo de 2022
PUBLICADO NUEVAMENTE: 13 de mayo de 2022

REUNIÓN REGULAR DEL COMITÉ ESCOLAR

Por la presente se notifica que el Comité Escolar de Salem llevará a cabo una **Reunión regular del Comité Escolar el 16 de mayo de 2022 a las 6:30 p.m.** Esta reunión **tendrá lugar en persona en 29 Highland Ave., Rm. 227, Salem, MA.** También puede unirse a través de Zoom utilizando el enlace de abajo.

Haga clic en el enlace a continuación para unirse al seminario web:

<https://us06web.zoom.us/j/87397680257?pwd=ZVZiN2RHOEttbUgwM1dOZEEdPMzNPUT09>

Contraseña: K2i04n

I. Convocatoria a la Sesión Abierta

a. Resumen de la Política de Participación Pública (SC Política #6409)

Lectura en voz alta: *El Comité Escolar de Salem desea escuchar al público sobre temas que afectan al distrito escolar y que están dentro del alcance de las responsabilidades del Comité. Se ofrecerá interpretación al español para quien lo necesite.*

b. Interpretación al español en vivo

La interpretación al español se provee en todas las reuniones del Consejo Escolar Regular. Para escuchar estas reuniones con la interpretación al español, por favor vea las instrucciones de abajo:

1. Pulse en **Interpretation** .
2. Pulse en **Spanish**
3. (Opcional) Para escuchar la lengua interpretada solamente, pulse **Mute Original Audio**.

c. Instrucciones para Participar en el Comentario Público

Si cualquier miembro de la comunidad de Salem desea participar en el comentario público durante esta reunión, por favor pulsar en el enlace de abajo para registrarse y someter su comentario electrónicamente: <https://forms.gle/UA4862rmAR6exB2z9> Un miembro del personal reunirá todos los comentarios que serán compartidos con los miembros antes de finalizar la reunión pública. Los comentarios también serán resumidos en las minutas de la reunión. Por favor, póngase en contacto con Jensen Frost en jfrost@salemk12.org o en el 617-285-7567 si tiene alguna pregunta o para informar de cualquier dificultad técnica que experimente.

- II. **Aprobación de la Agenda**
- III. **Aprobación de la Agenda Consensuada**
 - a. Acta de la reunión del Comité Escolar realizada el [2-may-2022](#)
 - b. Aprobación de la orden: 5-may-2022 - \$194,135.56; 12-may-2022 - \$510,256.17
- IV. **Comentario Público**

Favor de ver arriba para instrucciones sobre cómo participar en los comentarios públicos.
- VI. **Reporte del Superintendente**
 - a. Presentación del presupuesto revisado para el año fiscal 23
 - b. Recomendación del Superintendente para continuar la participación en la elección de escuela entre distritos
 - c. Actualización del Grupo Asesor de Salud
- VII. **Reporte de la Representante estudiantil-Hawa Tabayi**
- VIII. **Elementos de Acción: Asuntos Antiguos**
- IX. **Elementos de Acción: Asuntos Nuevos**
 - a. Deliberación y votación sobre la solicitud de Hawthorne Cove Marina de utilizar el estacionamiento de la escuela Bentley Academy Innovation para el estacionamiento de sobreocupado los fines de semana de junio a agosto
- X. **Reporte de Finanzas y Operaciones**
 - a. Transferencias presupuestarias
- XI. **Reportes de los Subcomités**
 - a. Política [6502](#) para segunda lectura
- XII. **Inquietudes y Resoluciones del Comité Escolar**
- XIII. **Clausura**

Sometido respetuosamente por,

Mindy Marino

Asistente Ejecutiva del Superintendente

“Las personas que requieran ayuda auxiliar y servicios para una comunicación eficiente tal como un intérprete de lenguaje de señas, un dispositivo asistente para escuchar, o material impreso en formato digital o una modificación razonable de programas, servicios, políticas, o actividades, puede ponerse en contacto con el Coordinador ADA de la Ciudad de Salem al (978) 619-5630 a la brevedad y no más de 2 días laborales antes de la reunión, programa o evento.”

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Salem Public Schools Salem School Committee Meeting Minutes May 2, 2022

On May 2, 2022 the Salem School Committee held its regular School Committee meeting at 7:00 PM using a hybrid model including in-person congregation and streaming via the Zoom platform.

Members Present: Mayor Driscoll, Ms. Mary Manning, Mr. Manny Cruz, Ms. Amanda Campbell, Dr. Kristin Pangallo, Ms. Beth Anne Cornell

Members Absent: James Fleming

Others in Attendance: Superintendent Stephen Zrike, Assistant Superintendent Kate Carbone, Chelsea Banks, Liz Polay-Wettengel, Marc LeBlanc, Linda Farinelli, Adam Colantuoni, Jennifer Winsor, Jennifer Thomas, Leanne Smith, Shawna Erps, Lisa Hagen

Call of Meeting to Order

Mayor Driscoll calls the meeting to order at 7:03pm and calls the attendance. She welcomed the community to the in-person meeting and explained the Public Participation Policy 6409 including an electronic and in-person option; and also explained the availability of Spanish interpretation.

Attendance

Mayor Driscoll notes Mr. Fleming is not in attendance for the record.

| | |
|----------------|-------------|
| Ms. Campbell | Present |
| Ms. Cornell | Present |
| Mr. Cruz | Present |
| Mr. Fleming | Not Present |
| Ms. Manning | Present |
| Dr. Pangallo | Present |
| Mayor Driscoll | Present |

Approval of Agenda

Mayor Driscoll requested a motion to approve the Regular Agenda. Mr. Cruz motioned and Ms. Manning seconded.

Mayor Driscoll asks: all those in favor, all those opposed, the "I's" have it. No opposition.

Approval of Consent Agenda

Mayor Driscoll requested a motion to approve the Consent Agenda. Ms. Manning motioned and Ms. Campbell seconded.

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Mayor Driscoll asks: all those in favor, all those opposed, the “I’s” have it. No opposition.

Public Comments

Ann Berman 1401 Crane Brook Way - Peabody, MA 01960

Good evening Mayor Driscoll, Supt. Zrike, members of the school committee and members of the Salem Community. I am honored to stand up here today, the first day of Teacher Appreciation Week, to say Thank You to our educators! Every single one of them deserves to be recognized for their service to our community and our kids. I am proud to represent them as we fight for what our kids need. This has been the most challenging of any year in my 28 year teaching career and I hear the same from my colleagues, regardless of their years of service in teaching.

While we are finishing up this second year of teaching through covid, our kids have not recovered from their learning interruption. I don't like to call it a learning loss, because that would negate all the work that our teachers and kids did virtually and in person. Yes, they are not where their peers were two years ago, but they will get there. Our teachers will continue to do what they do best; meet every kid where they are and help them move forward.

However, to do that, we need funds and we need staffing. There is no way for us to move our students along and make up that interruption without the additional staff in our buildings. I appreciate all the work going into this year's budget; I do believe that, for the most part, it puts the needs of our kids first. I am also aware that our SOA money did not come through the way we anticipated and hoped for. I know that Mayor Driscoll, Supt. Zrike, and myself have reached out to both Senator Lovely and Representative Tucker to get more monies for Salem and I have been told that they are working hard to make this happen. At this time, we don't know where that will lead and we can only hope they can fix this deficit in funding.

I urge you to reconsider any budget adjustments that impact staffing numbers. We need teachers to cover all our classes and we need paraprofessionals to assist our neediest students. Some of our programs and classes are already understaffed; we cannot do our job without the assistance of other adults in our classrooms. In order to fix that learning interruption, we need our classes to be smaller in number. My largest class is currently 26 students. My smallest is 19. There is a huge difference in teaching those two classes even though they are both the same grade level classes.

Our teachers are human and they are exhausted. This week of appreciation is awesome; I know there are celebrations going on in every school and I know our community has reached out with free items for teachers. And it is appreciated by every teacher. But let's let the celebration continue by funding a budget that gives all our kids adequate staff to help them grow and learn. I understand you all have a fiscal responsibility to the residents of Salem, and that you are being pulled in nine different directions in regards to who or what to adjust in the budget. But let's not make it any adult who works directly with our kids. We cannot afford that. Thank you.

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Student Showcase - Early Childhood Center

Ms. Smith opens noting students will not be joining due to their age and the timing of the meeting but she's brought along Ms. Erps and Ms. Hagen to share in a typical day at the Early Childhood Center. She notes the highlights will include the Three Cheers for PreK Curriculum Unit called Animals All Around. The powerpoint presentation walks through different essential questions proposed to the students and content based instruction with videos that support the curriculum unit.

Mayor Driscoll and Mr. Cruz thanked the team for the presentation and the offer to visit the ECC to observe learning. Ms. Cornell notes using the essential questions with the youngest learners and how important it is to introduce the language of learning at that age.

Dr. Zrike thanks the ECC team for their presentation and also notes the upcoming school year change at ECC including more opportunities for a 5-day schedule along with wrap-around services for before- and after school care. He also notes conversations had with Mayor Driscoll surrounding the sustainability of the funding for early childhood education.

Dr. Zrike shares his gratitude for the staff throughout the district noting Teacher Appreciation Week which is celebrated as Staff Appreciation Week here in Salem along with National Principals' Day which was yesterday. He thanks the community for their support in the different incentives available to the staff throughout the week and also highlights that we have over 90 submissions of appreciation from families and students recognizing various staff members.

Follow up FY23 budget discussion

Dr. Zrike notes the Budget Hearing being canceled to reassess the budget plan for SY23 to ensure the district remains fiscally responsible while assessing the needs of the district. He notes coming to a place that doesn't compromise access to quality education for young learners. Dr. Zrike shares a tentative timeline with the committee for financing which includes:

- May 9th: Finance Subcommittee Meeting at 5:15pm
- May 16th: Revised Budget Presentation, 6pm with a Budget Hearing following at 7:30pm
- May 23rd: Final Vote on the SY23 Budget

Mayor Driscoll provides some insight to the work to be done to land in a place where funding supports Salem as a gateway city.

Mr. Cruz asks about the timeline to have the budget presentation available for the public ahead of the budget presentation which would be followed by the budget hearing. Dr. Zrike believes that the presentation needs to be completed 48 hours before the meeting but he isn't completely sure of that timeline. He notes the presentation to share wouldn't be completely overhauled but would note the changes.

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Ms. Campbell asks for clarity on the finance subcommittee meeting holds and on the timeline for the May 16th meeting if the regular school committee would still happen in addition to the budget presentation and hearing. Dr. Zrike clarifies that the school committee meeting would not happen and the budget presentation/hearing would replace the evening's meeting. She mentions potentially pushing back the time a bit and the conversation could be had offline. She also provides her opinion on the presentation in regard to staff salaries.

Ms. Manning notes the hearing being after the presentation and she mentions she does not anticipate any new items being added to the budget at this point. She shares that more or less the committee will be working on the budget to fund as much as possible with what resources we have but nothing new will be presented to the public that evening. Dr. Zrike hopes that changes will be minimal.

Mr. Cruz notes the senate will be taking up the budget the week of May 23rd which could pan out for us to have more answers regarding shifts to SOA dollars but they may not have information based on their agenda and plans.

Ms. Campbell notes the importance of changes, shifts, or deletions may require people to have more time to ponder and take in the changes. Ms. Manning notes there may be hard decisions made surrounding the budget, she shares that folks wouldn't have an "out of the blue" realization of budget presentation changes.

Summer school programming update

Ms. Carbone shares a presentation surrounding the Summer Programming options. The presentation opens with an overview of the April Vacation Academies.

Ms. Campbell wonders if Ms. Carbone can speak to the delineation between the partnerships in terms of what they're owning versus what we're owning. Ms. Carbone notes it varies based on the partner and notes an example of the YMCA program where SPS builds the curriculum for the morning and Y takes over on the enrichment activities which is where expertise lies. She shares that LEAP for Education takes a bit more ownership of the content development for the curriculum in collaboration with the SPS leaders per school. The ELSA program is more homegrown and the partner provides support but the ELSA Program is led with more ownership of SPS. Finally, the tutoring program is led by Catapult Learning and they take the heavy lift and this year will include Shawna Erps as a lead. Ms. Campbell notes the importance of this background work which allows educators to just get the work down and not have to deal with the logistics and dealings of the program function. Ms. Campbell comments on the Career Mentor Piece mentions that they may be looking for more people and encourages any community members to reach out to LEAP.

Mayor Driscoll notes the program outlined this evening has shown growth over the years to meet student and family needs.

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Dr. Zrike thanks Ms. Carbone and the leadership for coordinating the summer program. He notes the program with LEAP being a great program offering and mentions the meeting with Ms. Linda Saris in support. He also mentions WHES is closed this summer for some renovation.

Lastly, Dr. Zrike mentions a focus group with parents regarding diversification efforts when it comes to staffing that was held ahead of the school committee meeting tonight. He mentions TNTP being a lead in this meeting and they're collecting information to help lead diversification efforts for the district's hiring plan.

Report from the Student Representative - Hawa Hamidou Tabayi

There is no student representative report

Old Business

None

New Business

Finance Report

Mayor Driscoll requests a motion to approve the FY22 Budget Transfer Request for the Business Office. The Business Office requests the transfer be made from Res Fnd Collective Bargaining Reserve to Reg Day Pupil Transportation for Regular Ed transportation costs. Ms. Campbell makes the motion and Dr. Pangallo seconded. Dr. Pangallo requests clarification on the moving to- and from- transportation lines. Ms. Campbell asks a clarifying question surrounding the need to support transportation funding and if this is an issue that will continue or a one-time concern. Dr. Zrike shares that there was a need for more transportation than anticipated and with respect to start/end times and the need to add three additional buses to the fleet, funding needed to reflect that update.

Mayor Driscoll requests a motion to approve the FY22 Budget Transfer Request for The Teaching and Learning Department. The department requests the transfer be made from ELT/OST Pupil Transportation and ELT/OST Contracted Services to Regular Day Instructional Supplies to fund the purchase of core instructional materials. Ms. Manning makes a motion and Mr. Cruz seconded.

Subcommittee Reports

Policy Report:

- a. Policy 3601 for third reading.

Ms. Cornell makes a motion and Mr. Cruz seconded.

Mayor Driscoll asks: all those in favor, all those opposed, the "I's" have it. No opposition.

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b. Policy 6502 for first reading.

Ms. Cornell passes it over to Mr. Cruz for some background context. He notes this is the policy to provide scholarships for the Student Advisory Committee. Mr. Cruz notes the legal language with respect to compensation for student representatives. He notes wanting to take up the policy for first reading and in the next policy subcommittee meeting will open the opportunity to update language congruent with the counsel's opinion with legal language. Ms. Manning disagrees on the recommendation to move this forward for first reading and would prefer to have the

Ms. Campbell notes this is the second request of legal counsel, noting Ms. Brunt vetted and clarified the original build of this policy when it sat in the Equity Subcommittee Meeting. Mr. Cruz discusses the opportunity to compare the previous legal suggestion versus the updated version. Ms. Campbell notes she does not have written language previously.

Mr. Cruz makes a motion for Policy 6205 to be moved for first read. Ms. Cornell seconded.

Mayor Driscoll asks for some background on where the policy originated to include a scholarship noting many other students and groups are active participants in various activities and programs. Ms. Campbell notes the Student Advisory Committee created this as a group to support the work for student voice and advocacy. The students noted many high schools providing a scholarship to support relatable work. She mentions the timeline that this policy was put forth in May 2021 and has continued to be in discussion within the Equity Subcommittee and Policy Subcommittee. Mayor Driscoll notes being cautious when it comes to compensation in the form of a scholarship and worries that other students may come forward and ask that there be compensation or scholarship for those in their roles. Ms. Campbell notes the requirement in having a Student Advisory Committee whereas other activities and programs are not required. Mayor Driscoll notes the concern isn't necessarily the amount of money but in regard to valuing other student roles in the district. Dr. Pangallo notes a consistent service from this group to the school committee versus other students participating in activities on a more individual basis.

Ms. Manning notes not having insight on the specifics of what this group has done, the committee hasn't met with the SAC, and Hawa has been to some meetings but not all. She maintains that this is something that's been bouncing around but it's because she doesn't feel she's received the information she's asked for. Mayor Driscoll notes ahead of COVID it was much easier to connect on this and with the group but there needs to be a

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two-way communication between the committee and the SAC to connect.

Mr. Cruz notes that there is a meeting scheduled May 30th to connect with the students directly. He notes meeting regularly with the SAC is supposed to happen but with COVID concerns that just hasn't happened. He mentions different communication to be shared with the committee. He requests a roll call vote happen in regard to his motion made. Mayor Driscoll notes she will move her vote forward but there will be questions forthcoming on what this looks like between first and second read.

Mayor Driscoll calls the roll for approving Policy 6502 for first reading.

| | |
|----------------|-----|
| Ms. Campbell | Yes |
| Ms. Cornell | Yes |
| Mr. Cruz | Yes |
| Ms. Manning | No |
| Dr. Pangallo | Yes |
| Mayor Driscoll | Yes |

Motion carries 5-1

Mayor Driscoll notes that the consent agenda was already approved but mentions the field trip requests from NLIS were out of state and just flags that for the committee members to be aware of as noted in the packet items.

School Committee Concerns and Resolutions

Mr. Cruz notes the fair share amendment providing a higher tax rate on the wealthiest in the commonwealth. He notes it would be important as a committee to band together noting a sample to be sent along to be able to support the need for funding. He would like to put it up at the next meeting.

Dr. Zrike notes Carlton Innovation School is a finalist for the Pozen Award that recognizes schools with innovation models. He mentions a virtual event on Monday at 4pm to attend the recognition of this recognition. Ms. Campbell asks for clarification that they were one of the only public schools with an innovation plan. Dr. Zrike notes the award was originally for charter schools but the transition to public schools with innovative models is included.

Dr. Pangallo acknowledges the sister school SSU losing access to the Meier Hall and that SHS has graciously allowed them to use labs for their work for the remainder of the school year and she mentions the great partnership between the district and SSU.

Mr. Cruz asks for information from the CTE Advisory Board and Dr. Zrike notes it happened last week. He provides an overview of the growth and excitement of the expansion and demand. He notes Mr. Sousa and Mr. Burns for the work and how the program has evolved.

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Ms. Carbone extends an invitation for the Student Voice Project - the partnership with The Equity Imperative. This event will be held on May 17th at CMS from 6pm-7:30pm.

Mayor Driscoll notes Marta Garcia spent time with President Biden in Washington DC, recognized as Teacher of the Year. She recognizes Mr. Brito, CMS teacher, will be recognized as most valuable educator at the Red Sox pregame later this week. She also shares gratitude for the businesses that generously donated to Teacher Appreciation Week.

Adjournment

Mayor Driscoll requested a motion to adjourn. Ms. Campbell motioned and Ms. Manning seconded. A roll call vote was taken.

| | |
|----------------|-----|
| Ms. Manning | Yes |
| Mr. Fleming | Yes |
| Mr. Cruz | Yes |
| Dr. Pangallo | Yes |
| Ms. Cornell | Yes |
| Ms. Campbell | Yes |
| Mayor Driscoll | Yes |

Motion carries 7-0. Meeting adjourned at TIME

Respectfully submitted by,

Jensen Frost

Executive Administrative Assistant to Assistant Superintendent

- **Legal Opinion Regarding Student Advisory Policy:** I was asked by Beth Anne to provide a legal opinion regarding providing student advisory committee officers with scholarships for their participation (M.G.L 71, sec. 38M). Colby asked her colleague Thomas Costello to review the law and to provide us counsel. Last week, he shared the following and I wanted to be sure that all Committee members had a copy of his response:
 - *I am writing in response to your question relative to awarding a scholarship to Student Advisory Committee (“SAC”) officers. As you know, M.G.L. 71, sec. 38M, requires school committees to meet with a SAC, which is elected by the student body of the high schools in the district. The statute requires each SAC to elect a chairperson who serves a one year term and must serve without compensation. Providing a scholarship directly to the chairperson raises the potential of someone challenging it as compensation. Rather than doing this, I would suggest creating a scholarship targeting students who participate in school or district government. There would be an application process and no guarantee that the chairperson would be awarded the scholarship. However, in the event that a chairperson is*

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awarded the scholarship, the application process would go against any claim that the scholarship is compensation for serving on the SAC.



MEMORANDUM

To: Salem School Committee
From: Dr. Steve Zrike, Superintendent
Date: May 16, 2022
Re: Participation in MA's Inter-District School Choice Program for 2022-23

Under the school choice law, G.L. c.76, § 12B, all school districts in Massachusetts are presumed to participate in and to admit non-resident students through school choice. ([See G.L. c. 76, § 12B\(d\)](#)).

A few key aspects of the law:

- A receiving district can withdraw from school choice only if a School Committee holds a public hearing on this issue and then votes to withdraw from the school choice program prior to June 1st. [2 G.L. c. 76, § 12B\(d\)](#).
- A School Committee that intends to continue participating in school choice is not required to hold a hearing or to vote because G.L. c. 76, § 12B contains a presumption that all school districts will participate in school choice.
- As you know, last year, the Salem School Committee decided to open school choice to all grades (not just high school).

For next year, the recommendation is to continue Salem's participation in the Inter-District School Choice program with some minor adjustments (see revisions in red).

Incoming Grades 9-12, Salem High School

- Allow up to 15 students to enter at each grade level (up to 15 at the 9th grade, 15 at the 10th grade, 15 at 11th grade, and 15 at 12th grade). *Note: This does not include Salem Prep High School unless a student who chooses in to another high school is placed there based on their IEP.*

Incoming Grades 9-12, New Liberty Innovation School

- Allow up to 15 students to enter at any grade level

Incoming Grades **Kindergarten-8**

- Allow up to 10 students to enter at each grade level (up to 10 at the **K**, 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, and 8th grades).

Conditions for Participation:

1. A school choice application is required for each student applying and must be received by the deadline in order to be considered in the priority round lottery. **Applications must be received by June 15, 2022 in order to qualify for the priority round lottery. Notification of acceptance, rejection or waitlist status will be sent to priority round lottery applicants by July 1, 2022.** Those applying after the priority round deadline will be considered on a first come, first serve basis, based on availability, or placed accordingly at the end of that grade's waitlist. **Applications for school choice will close for the school year on November 1, 2022.**



School choice applications received after November 1, 2022 will not be considered for the 2022/2023 school year school choice program.

2. The number of available spaces per grade level does not guarantee placement within a specific school. Once accepted in a specific grade level, the criteria of the district's student assignment policy will be used to assign students to specific schools.
3. Resident students shall be given priority for all placements based on the district's choice-based student assignment policy.
4. Applications from siblings of non-resident choice students already enrolled in Salem Public Schools (via the Inter-District school choice program) and who will remain in the school choice program during that school year will, by law, receive priority in placement. Such students will be accepted first, **IF** space is available in the grade they are seeking.
5. Should the number of applications exceed the number of vacancies after the placement of siblings, the remaining vacancies will be filled by a random drawing. All applicants not accepted through the random drawing will be randomly selected and placed, in the order of their selection, on a waitlist.
6. Students currently receiving special education services will be required to provide a current proposed and last-accepted IEP prior to the enrollment process for IEP planning and implementation purposes. However, an applicant is not required to provide an IEP or disclose disability status to Salem Schools during the application process. Salem Schools do not consider whether students have a disability or the nature of their disabilities in determining whether to admit them under school choice, and similarly do not rescind any offers of admission on the basis of a student's disability or disability-related needs.
7. The District may not deny an application for School Choice based on a record of a serious discipline problem within the non-resident district (see [April 2019 DESE Advisory](#)). If an application indicates the student has been suspended or expelled, the District may proceed with its own disciplinary process once the student begins attending the Salem Public Schools.
8. Transportation is not available for School Choice students through the Salem Public Schools. Therefore, it is the responsibility of the parents/guardians to provide daily roundtrip transportation and to ensure students arrive at school every day on time and are promptly picked-up after school. In special circumstances, the district may opt to provide transportation in cases where student attendance is a serious concern.
9. School Choice students may fully participate in all school activities including after school programming and are subject to the same rules, and guidelines as resident students.
10. Former residents of the Salem Public Schools who move out of the District but wish to have their children remain as students in Salem schools do not have a unique claim to the seats their children vacated and must apply for School Choice as any other non-resident, except as provided in School Committee Policy 5102.01, which allows a student to continue attendance in Salem Public Schools under two circumstances outside of school choice: 1) with principal permission in consultation with the superintendent, to continue attendance for purposes of completing the school year, provided that the period of time since the relinquishment of residence and the end of the school year does not exceed three (3) calendar months (note: in situations of hardship, a family may appeal to the superintendent to waive this condition); or 2) a student who has continuously attended a Salem elementary or K-8 school for three (3) continuous school years or a middle or high school for two (2)



continuous years may complete his or her schooling to the highest grade level offered at the respective elementary, middle, or high school, regardless of the residence of his or her parents. Students who do not qualify for the above exceptions may seek to remain in the district via the inter-district school choice program, should Salem participate in the program in the relevant year.

School Choice Data (21-22):

| School | Gr. 1 | Gr. 2 | Gr. 3 | Gr. 4 | Gr. 5 | Gr. 6 | Gr. 7 | Gr. 8 | Gr. 9 | Gr. 10 | Gr. 11 | Gr. 12 |
|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Bates | 1 | 1 | 1 | | | | | | | | | |
| Bentley | | 1 | 1 | | 1 | | | | | | | |
| Carlton | | 1 | | | | | | | | | | |
| ECC | | | | | | | | | | | | |
| HLMS | | 1 | | 1 | | | | | | | | |
| Salts | | 2 | | | 1 | | | | | | | |
| WHES | 2 | | | 1 | | | | | | | | |
| Collins | | | | | | 4 | 2 | | | | | |
| SHS | | | | | | | | | 4 | 4 | 1 | 3 |
| NLIS | | | | | | | | | | | 4 | 1 |
| Salem Prep | | | | | | | | | | | | |
| | 3 | 6 | 2 | 2 | 3 | 4 | 2 | 1 | 4 | 4 | 5 | 4 |

Total = 40 New Students

- We have a total of 60 school choice students who are registered in the Salem Public Schools
- For context:
 - During the 20-21 school year we accepted 21 choice students (high school only).
 - During the 19-20 school year we accepted 21 choice students (high school only).
 - During the 18-19 school year we accepted 14 choice students (high school only).

THE SALEM PUBLIC SCHOOLS
Request for Use of School Facilities

Date: 5/9/2002

FACILITY: Bentley Academy Innovation School
 EVENT DATE: June 17 AUG 31 RENTAL TIME: EVERY FRIDAY 12:30-3:00 PM
 PERFORMANCE TIME: _____ AT REQUIRED _____ A/C REQUIRED Except
 PROGRAM DESCRIPTION: Parking for marina customers & guests
 APPROXIMATE AUDIENCE SIZE: 50 parking spots ADMISSION CHARGE: N/A
 SUBMITTED BY: General Manager North University (Contact Person)
 TELEPHONE: 978-740-9890 (Day/Evening)
 REPRESENTING: CHIM HAWTHORNE COVE LLC (Agency/Group)
 ADDRESS: 10 Whitest St.
 CITY: Salem MA STATE: MA ZIP CODE: 01970
 FAX NO.: 978-740-9994 CELL PHONE NO.: 978-578-0217
 EMAIL: _____

EQUIPMENT OR SPECIAL NEEDS REQUIRED:

Bleachers, seating, allow ample time between events for set-up/break-down. All requests for the use of school department equipment must be listed on this rental application form, example: sound system, chairs, etc. (Additional charges may apply.)

No Alcohol - signs to be posted
Tough cans will be put out ON FRIDAYS COLLECTED
MONDAYS - will clean by lot - signs will be posted.

USAGE FEES:

FACILITY FEE:

CUSTODIAL FEE:

Base Charge (4 Hour Minimum): _____
 Hourly Charge (\$30.00 Per Hour): _____
 Additional Hours Required: 4500H
Total Rental Fee: 4500.00

Number of Custodians Required: _____
 Hourly Rate Each Custodian: \$47.65
 Total Approximate Man Hours: _____
Total Custodial Fee: AGGONES WORK

Please issue a payment check made payable to the Salem School Department Facility Rental.

1. Facility Usage Fee: \$ 4500.00
2. Custodial Service Fee: \$ N/A (UNLESS NECESSARY)
3. Total Amount Due: \$ 4500.00

NOTE: Due to unforeseen circumstances, the rescheduling of non-school rental activities may be necessary. School sponsored activities shall take precedence over any and all non-school functions.

I affirm that the group I represent will abide by the letter and spirit of the rules and regulations governing the use of school facilities including all vehicle parking and traffic regulations at each facility.

Signature of Applicant: [Signature] for CHIM HAWTHORNE
 Approval of Building Principal: _____ Date: _____
 Approval Building Services: _____ Date: _____

Cc: Principal: _____
 Sr. Custodian: _____
 Originator: _____
 File: _____

Please email request form to Mr. Zissis Alepakis, Director of Building Services at: zalepakis@salemk12.org

**1. SCHOOL COMMITTEE POLICY ON THE USE OF SCHOOL FACILITIES
BY NON-SCHOOL GROUPS**

All applications for the use of school facilities must be filed (10) days prior to the event at the Building Services Office, Salem High School, 77 Willson Street, Salem, MA 01970. Telephone: 978-740-1143.

It is the policy of the Salem School Committee to encourage the use of School Department property by Salem community groups for worthwhile purposes, when such uses do not conflict or interfere with school programs or with the activities of school sponsored organizations.

Fees are assessed to groups using school facilities to substantially meet the related custodial, utility, and maintenance costs. Every effort is made by the school department to keep costs as low as possible.

Use of school facilities shall be limited to public gatherings which promote the general welfare. The School Committee is the final authority and judge as to whether the activity promotes the general welfare or is harmful to property.

The committee reserves the right to reject any or all requests for the use of school property.

2. FEES

User rental fees are comprised of the following:

1. Custodial Fee
2. Facility Rental Fee
3. Other fees as may be required

2.1 CUSTODIAL FEES

The number of custodians required at each event shall be determined by the granting authority.

Custodial fees are charged at a rate of 1.8 times the average current hourly custodial rate in accordance with the wage provisions of the current working agreement between the Salem School Committee and AFSCME Local Union 294.

| | | |
|-------------|-----------|---------|
| School Year | 2019/2020 | \$46.48 |
| School Year | 2020/2021 | \$47.65 |

2.2 FACILITY FEES

All school facility rental fees are per day (4 hours) minimum. Additional hours are charged at \$30.00 per hour.

Bertram Field facility rental fees are per day (4 hours) minimum. Additional hours are charged at \$75.00 per hour.

Bertram Field stadium lighting usage fee is an additional \$75.00 per hour for each hour of the facility rental period.

| SALEM HIGH SCHOOL | BASE | COLLINS MIDDLE SCHOOL | BASE | ELEMENTARY SCHOOLS | BASE |
|---|---------------|-----------------------|-------|---|-------|
| Auditorium | \$450 | Auditorium | \$225 | Gymnasiums at: | |
| ½ Auditorium | \$225 | Gymnasium | \$225 | Bates, Bentley, Carlton, Saltonstall | \$225 |
| Field House | \$500 | Cafeteria | \$125 | Gymnasiums at: Horace Mann, Witchcraft | \$275 |
| Gymnasium | \$225 | | | | |
| Cafeteria | \$225 | | | Cafeteriums at: | |
| Library/IMC | \$100 | | | Bates, Carlton, Horace Mann, Witchcraft | \$275 |
| Classroom | \$50 | | | Cafeterium at Bentley | \$150 |
| | | | | Cafeteria at Saltonstall | \$100 |
| BERTRAM FIELD FACILITY USAGE FEES: | | | | Auditorium at Saltonstall | \$225 |
| Base Fee (4 Hours) | \$500 | | | IMC/Library | \$150 |
| Additional Hour | \$75 Per Hour | | | Computer Lab | \$150 |
| Stadium Lighting | \$75 Per Hour | | | | |

2.3 OTHER FEES

As directed by the School Committee, a number of cafeteria workers, police officers and other personnel may be required. A school department administrator shall be required at all events which utilize multiple areas within a facility and are expected to have large or multiple groups or audiences. This individual will be responsible for insuring full compliance with all School Committee facility rental policies and guidelines and building security. The administrative fee will be paid by the agency utilizing the facility. The fee will be charged at the current administrator’s salary on a per hour basis.

2.3.1 CAFETERIA WORKERS

The number of cafeteria workers required at each event shall be determined by the Director of Food Services.

Cafeteria worker fees shall be charged at a rate of 1.8 times the average current hourly pay rate in accordance with the wage provisions of the current working agreement between the Salem School Committee and AFSCME Local Union 294.

2.3.2 SPECIAL LIGHTING/AUDIO PERSONNEL

Use of any lighting (other than the house lights such as stage lighting or special lighting) and/or the use of audio equipment shall require the hiring of a qualified operator as determined by the School Committee.

Operator fees are charged at a rate of \$8.00 per hour with a minimum of (3) hours.

2.3.3 EQUIPMENT USE

| <u>HIGH SCHOOL</u> | <u>EACH</u> |
|--------------------------|-------------|
| GRAND PIANO | \$25.00 |
| OTHER MUSICAL INSTRUMENT | \$ 5.00 |
| PORTABLE STAGE PLATFORMS | \$10.00 |
| CHORAL RISERS | \$10.00 |

2.3.4 POLICE OFFICERS

All activities not listed in section 2.4, with an expected attendance in excess of 700 persons are required to engage the services of a number of Police Officers as determined by the School Committee. Some activities with an expected attendance of less than 700 persons may be required to engage police services. The applicant will engage and pay the assigned police detail officers directly.

Police Detail Contact Information:
 Salem Police Department Paid Detail
 Assignment Officer
 978-744-0171 Ext. 127

2.4 ASSESSMENT OF FEES

All organizations shall be assessed fees as determined by the granting authority in this policy, with the following exceptions ONLY:

No fees or charges shall be assessed to the following groups unless otherwise noted:

| | |
|--|--|
| Alumni Meetings | Parent Teacher Organizations – Meetings & Activities |
| Booster Clubs | Saturday Mornings Cartoon League * |
| Boy Scouts of America | Salem Philharmonic Orchestra ** |
| Brownies of America | Salem Recreation Department * |
| Camp Fire Girls | Salem Youth Basketball Program * |
| City of Salem Community Meetings Required by Law | Salem Youth Soccer |
| Cub Scouts of America | Student Activities |
| Girl Scouts of America | Student Organizations |
| | |
| | |

* No facility fee, custodial fees shall apply whenever custodial overtime is required.

** No facility fee, custodial fees limited to 2 performances per year.
 Custodial fees shall apply whenever custodial overtime is required.

2.5 COLLECTION OF FEES

2.5.1 SECURITY DEPOSIT

A security deposit of \$250 shall be rendered 48 hours in advance, from groups except those listed in Section 2.4

The Director of FAPA, Athletic Director, Building Principal, or designee shall conduct a pre and post inspection of the rental facility to determine the nature of any damages incurred. The user agrees that the cost of any damages shall be deducted for the security deposit with the balance returned following the post inspection. Any damages in excess of \$250 shall be borne by the individual or organization renting the facilities.

2.5.2 PAYMENT OF FEES

All fees are payable 48 hours in advance of the event except where the School Committee designates later billing.

Make checks payable as follows:

“SALEM SCHOOL DEPARTMENT FACILITY RENTAL”

OTHER FEES: MAKE PAYMENT DIRECTLY TO PERSON OR ORGANIZATION

2.5.3 DISTRIBUTION OF FUNDS

The School Department serves as the collection agency for user fees to pay for the incurred custodial, cafeteria, and/or facility costs, expenses, and maintenance items, as determined by the School Committee.

3. OTHER REQUIREMENTS

3.1 CERTIFICATE OF LIABILITY INSURANCE

As determined by the granting authority, users are required to obtain a Certificate of General Liability Insurance with a minimum limit of \$1,000,000.00. This policy is to protect all athletic participants and spectators using any school building or field, inclusive of affirmative coverage for the City of Salem, its servants, employees and agents. There are to be no exceptions to this policy.

4. REQUEST FOR EXCEPTION TO POLICY

Exceptions to the School Committee Policy on the Use of School Facilities by Non-School Groups must be approved by the School Committee, and recorded as an addendum to this policy, two weeks prior to the event. It is recommended that any requests for an exception be submitted for School Committee consideration at least one month prior to the event.

MEMORANDUM

To: Salem School Committee

From: Mary C. DeLai

Date: May 16, 2022

Re: FY22 Budget Transfer Request 11

The Business Office requests the following transfer be made from various accounts to cover end of year expenses.

| Account Description/Use | Account Number | Amount From | Amount To |
|---------------------------------------|----------------|--------------|--------------|
| Res Fnd Collective Bargaining Reserve | 13930120-5171 | \$280,000.00 | |
| Op/Maint Security | 13530121-5394 | | \$280,000.00 |
| Res Fnd Collective Bargaining Reserve | 13930120-5171 | \$70,000.00 | |
| Op/Maint Building Maintenance | 13530121-5241 | | \$70,000.00 |
| Gen OP Professional Serv/Fees | 13252011-5304 | \$18,000.00 | |
| Gen OP Office Supplies | 13252030-5421 | | \$18,000.00 |
| Gen OP Photocopy Machine Lease | 13252030-5277 | \$25,000.00 | |
| Gen OP Office Supplies | 13252030-5421 | | \$25,000.00 |

I recommend approval of the transfer.

